

Battle Ground Town Council

Meeting Minutes, March 9, 2020

Attending, President James Miller, Councilors Steve Hahn, Greg Jones, Mary Jo Totten, Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Absent: Matt Coppock

Guests: Steve Egly, Joanne Kuhn Titolo, Michael Budd, Dave Buck, Andrea Agree, Larry Bickett, Kane Haley.

Contracted Services

Dave Buck with Butler, Fairman and Seufert (BFS) commented on the Tomahawk drainage project, saying his company needs more investigation to determine whether the existing storm drain pipe is working and/or if it is undersized or has too few inlets. It is possible the recent camera work that Ron Holladay has would give enough information. They will work together. Ron will also contact the ag land owner to ask about a utility easement for a supplemental overflow drain tile.

The concept of a development guide is favored by the Council and they requested a scope and fee estimate for the April meeting.

The town needs to have the rate ordinance updated for commercial development. The request was made of BFS to provide information and alternatives for cost recovery and tap fees for commercial developers. This is needed soon due to potential requests at two or three locations along SR 43.

Regarding transportation, the Council requested BFS to communicate with INDOT about adding the newly annexed parts of Prophets Rock and CR600 North to the town road inventory and be ready for the next grant application period. A question was asked about adding a bike lane or wide shoulder to the CR600 N road resurface project. Discussion of ADA requirements was part of the information shared.

Town Attorney

Eric Burns led discussion of a golf cart ordinance, saying there are two lanes of thought. The first is to create the ordinance specifically for golf cart vehicles such as the town of Martinsville. The second thought is to address all motorized transport, to mention go-carts, skateboards, 4-wheelers and the like. The council is to consider the needs locally and perhaps use a hybrid ordinance that would allow the carts for special events.

Minutes

Motion by Mary Jo Totten to approve minutes of the February 10 meeting, with second of Greg Jones. Motion carried, 4 Aye, 0 Nay.

Clerk-Treasurer

Motion by Greg Jones to approve register of claims Feb 11 to March 9, second of Mary Jo Totten. Motion carried, 4 Aye, 0 Nay.

Georgia Jones advised the council that an additional appropriation is needed to add Fund 302 for road grants, Fund 401 for improvements and the Rainy Day Fund to the current budget.

Motion by Mary Jo Totten to advertise the additional appropriation. Second of Steve Hahn, motion carried. 4 Aye 0 Nay. A resolution will be ready for approval at the April meeting.

Police

April 4 is advertised as town clean-up day. Volunteers need to sign a waiver of liability to participate. Town personnel working outside their normal job description should be listed on the town insurance policy as a "Rostered Volunteer" for coverage of any work-related accident. The hours worked need to be turned no later than April 15. Town employees working in their normal job capacity should be in pay status to be covered.

Jerry Burk will order student safety activity kits for the elementary classes that tour town hall in May. Cost is estimated to be \$425.00.

Utilities and Street Department

Ron Holladay has two quotes for lift station replacement, and will secure a third quote before a decision is made. Eric Burns recommended checking with state-approved buying groups such as ONEIndiana. The leaf vac will be repaired March 12. Huston Electric re-wired four street lights on S Railroad Street to use single LED bulbs 6600 lumens at a total cost \$600, less than one of the original lamp replacement units. Other lights will be changed as the bulbs fail. The single bulb has more general lighting compared to the original unit which were angled down.

Area Plan

Greg Jones reports his committee is still studying a solar ordinance, and working on a sign ordinance.

Committees

Transportation – Greg Jones will have a sidewalk inventory from Area Plan later this week.

Public Relations / Communication - Newsletter information is still being collected and plans are to print and mail in March.

Strategic Planning – The March 2 information session by Larry DeBoer on development and uses of TIF was in support of discussion and planning for the new TIF area

Citizen Advisory Groups – Jim Miller is working on outreach and has some response from a couple people.

Old Business

There is favor among council members to develop a survey to gather input from town residents and use the results to further inform decisions regarding town planning. James Miller is gathering ideas for survey content.

Discussion of Tax Increment Financing continues after the March 2 info session. President Miller would like to learn more about development money other than tax incentives. He mentioned Gerry White as a resource for grant information. Steve Egly asked how to keep communication open between the

Redevelopment Committee and the town council. It was determined that Greg Jones would be the liaison. The RDC overlaps with the Waste Treatment Master Plan project discussions. Steve believes there are two items the town needs to be working on; development on CR600N and the parcel adjacent to the south of Wendy's. Miller requested that Egly share contact information available for both of those projects.

President Miller offered to answer questions about recent Monday morning administration meetings.

New Business

Due to media information regarding the Covid-19 virus, there was discussion about meeting protocols that led into emergency planning. Emergencies are typically thought to be power outages or structure damage but could be related to potential pandemic situations. Future meetings with employees will consider operations needs and meetings of council members will look at succession planning.

A fund for reserve maintenance was discussed. Ron Holladay spoke in support of a reserve fund for Woods Edge lift station maintenance and replacement. The amount dedicated to the fund would be calculated using the difference between water consumption gallons per month and sewage meter gallons per month. The amount could be transferred monthly to the reserve to pay for replacement of the lift station and periodic clearing of the force main easement.

Georgia Jones mentioned it would be appropriate for the Sewage Board to budget and approve annual transfers from Fund 606 Sewage Operating to a depreciation account used for major capital expenses. There should be a motion by the board to identify the appropriate amount of transfer.

Guest Comment

Larry Bickett introduced Kane Haley, a high school student who would like to shadow town employees for a school project, to learn the work activities in local government. The date desired is March 13. Jerry Burk will arrange the appropriate parental permission documents.

Joanne Titolo commented that the meeting room chairs should be cleaned.

Motion to adjourn 7:48 p.m. by Mary Jo Totten

Georgia Jones, Clerk Treasurer

James Miller, Council President